



Central Oklahoma Workforce Investment Board

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November 9, 2009

TO: Service Providers in the Central Oklahoma Area
FROM: Eddie Foreman
SUBJECT: Determination of Insufficient Funds

As authorized by our local policy on Priority of Service for Participants in the **WIA Adult Program**, I have reviewed the capacity of our local workforce development system to provide quality services to eligible participants. I have made a thorough examination of our budget for WIA Adult Program services, the expected demand for intensive and training services, the continuing need for workforce development services in our local labor market area, as well as other factors.

Based on the results of this review, I have determined that funds in the Central Oklahoma area are not sufficient to meet the needs of all customers who require Intensive and Training services. By making this determination, I am hereby directing that our local workforce development system must begin implementing the requirements of Section 134(d)(4)(E) of the Workforce Investment Act, which states:

“(E) Priority. -- In the event that funds allocated to a local area for adult employment and training activities... are limited, priority shall be given to recipients of public assistance and other low-income individuals for intensive services and training services....”

I believe this is a reasonable determination considering the limited resources in our area and the rising number of customers who are seeking tuition assistance.

To implement the requirements of Section 134(d)(4)(E), you are directed to use the “Priority Guidelines” that have been published by the COWIB. (See attached). These Priority Guidelines should be phased in as quickly as possible – beginning immediately, with all intensive and training services being delivered according to these guidelines not later than November 15, 2009. The Guidelines describe the methods for identifying priority customers and delivering services according to a priority selection process.

Action Required:

- (1) Please review the attached copy of the Priority Guidelines for Delivering Services to Job-Seeking Customers of the Workforce Oklahoma System; and
- (2) Make sure that appropriate staff, including unit managers, receive a copy of this memo and are aware of its contents.

Thank you for your attention to this statement of COWIB policy.

Doug MacMillan, Chair · Dan Cromwell, Vice Chair · Eddie Foreman, CEO
Grant Recipient: Governor Brad Henry
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